

ADMINISTRATIVE INTERNAL USE ONLY

Approved For Release 2006/04/19 : CIA-RDP86-00674R000300080018-0

18 July 1978

MEMORANDUM FOR: Mr. Harry Eisenbeiss, Director
Office of Central Reference

SUBJECT : Information for Classification Guidelines--
Steering Group

1. Most intelligence products prepared by the Operations Center are intended to serve the internal needs of CIA. Since we are an all-source alerting facility, many of our "quick look" products often bear compartmented caveats and occasionally can be disseminated to only the DCI or his executive agents.

2. The Operations Center does not produce finished intelligence in the traditional meaning of that term. The one exception to this general observation is the Senior Duty Officer's role in initiating White House Spot Reports (WHIZZERS) which are prepared for external distribution with the assistance of desk analysts. Spot Reports may contain analytical evaluations or commentary of a higher classification than the referenced source documents.

3. The five daily logs maintained by our watch-standers deserve special mention. Logs are kept by the Senior Watch Officer, the CIA Representative at NMCC, the SIGINT Watch Officer, the IMAGERY Watch Officer and the CIA Liaison Officer at the Ground Site. The latter two logs are automatically classified with a special project operational caveat. The Senior Watch Officer's Log is the official log for the Center. It is a key document in crisis post-mortem studies and usually serves as a reference document for a variety of other activities of an investigative nature. The Operations Center logs contain information which is a record of official decisions and actions as well as personal information. All logs eventually are sent to for permanent storage.

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4. Listed below are all the intelligence related products that originate in the Operations Center:

- Logs
- White House Spot Reports
- DCI's Executive Summary
- Bulletins
- VIP Movements Report (twice weekly-SECRET)
- Operational and Administrative memoranda

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5. Finally, the Operations Center is one of seven primary members in the national interlocking communications network. Our obligation and commitments to one another in this system rest on the operating principle "to share the wealth" whenever possible. This information exchange mechanism is a confederate arrangement that is easily disturbed when any one member violates the sensitivities of another party. This bureaucratic but real life circumstance makes information control and classification a more encompassing problem for us than just our perceptions at CIA.



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Executive Order 12065 -- Some possible problems for the PDB, NID, and CIWR/S

Section 1-501: The identity of the classification authority, the office of origin, and the date the document is to be declassified or reviewed for declassification must appear on "the face of paper copies of all classified documents"

Section 1-504: Classified documents must "indicate clearly which portions are classified...and which are not classified."

Section 1-604: "References to classified documents that do not /themselves/ disclose classified information may not be classified."

Section 2-302: When classifying material based on sources already classified under previous executive orders (i.e., presumably, before this executive order goes into effect on 1 December 1978), the new material must be marked for review of classification 20 years (30 years in the case of foreign government information) from the date the original source was classified.

The PDB does not now carry such a notation at all, the NID carries it on page 2 rather than on the front, and the CIWR/S carries it on the inside front cover

Unless a waiver is obtained, this might necessitate paragraph-by-paragraph rather than article-by-article classification and/or a specific indication of sentences that are unclassified

This might necessitate not marking the PDB and CIWR/S table of contents pages with a classification or might require classifying items individually, if some are classified and some not

Depending on how old the information used in any given publication, this could necessitate enumerating different review dates for different articles. E.g., a single issue of the NID with one article including year-old information (as one of several sources, for instance) would have to list two dates for review: 19 years for the old information 20 years for the newly classified